

# City of Willoughby Hills

## Interoffice Memo

**Date:** November 7, 2014

**To:** Mayor Robert Weger and Members of City Council

**From:** Frank J. Brichacek, Director of Finance

**Subject:** 2014 Operating Budget Revision – Wage Adjustment for City Employees Who Are Not Members of Collective Bargaining Units

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Contract negotiations with all the City's unions are now complete. The only group of City employees who have not been granted a pay adjustment for 2014 is those that are not members of a collective bargaining unit. This would include full-time employees, part-time police officers and firefighters, and permanent part-time employees.

The Mayor is recommending that all non-bargaining unit employees receive a pay adjustment, retroactive to the first pay of 2014, equal to 1.12%. The increase is the same as was granted to City Council pursuant to the formula detailed in Section 121.02 of the City's codified Ordinances.

The attached schedule details the appropriation revisions necessary to implement this proposed change. If you have any questions regarding these changes, do not hesitate to contact me.

Enclosure

Fund/Activity	Appropriation		
	Current Appropriation	Increase/ (Decrease)	Revised Appropriation
<b>1. Wage &amp; Benefit Adjustments</b>			
<b>110 - General Fund</b>			
110 - Administration	\$486,600	\$4,100	\$490,700
120 - Court	38,000	500	38,500
465 - Community Center	46,200	600	46,800
570 - Building Department	114,400	1,100	115,500
Total - General Fund	\$685,200	\$6,300	\$691,500
<b>200 - Special Revenue Fund Group</b>			
210 Court Improvement Fund	\$75,100	\$700	\$75,800
<b>234 Safety Forces Fund</b>			
230 - Police Department	\$2,484,300	\$6,500	\$2,490,800
235 - Dispatch	480,900	100	481,000
240 - Fire Department	1,094,500	1,300	1,095,800
Total Safety Forces SR Fund	\$4,059,700	\$7,900	\$4,067,600
240 Fire Levy Fund	628,900	6,300	635,200
250 Street Const., Maint. & Repair Fund	367,300	600	367,900
270 Road Levy Fund	297,800	200	298,000
280 Recreation Fund	15,200	100	15,300
285 Park Maintenance Fund	31,000	200	31,200
Total - Special Revenue Fund Group	\$5,475,000	\$16,000	\$5,491,000
<b>600 - Enterprise Fund Group</b>			
610 Sewer Service Fund	\$176,400	\$900	\$177,300
<b>Total All Funds - Wage &amp; Benefit Adjustment</b>	<b>\$6,336,600</b>	<b>\$23,200</b>	<b>\$6,359,800</b>
<b>2. Interfund Operating Subsidy Adjustments</b>			
<b>110 - General Fund</b>			
234 - Transfer to Safety Forces SR Fund 234	\$4,112,500	\$12,700	\$4,125,200
350 - Transfer to SCMR SR Fund 250	247,700	600	248,300
460 - Transfer to Recreation SR Fund 280	27,100	100	27,200
Total - General Fund	\$4,387,300	\$13,400	\$4,400,700
<b>200 - Special Revenue Fund Group</b>			
234 Safety Forces Fund - Transfer to Fire Levy SR Fund 240	\$54,600	\$4,800	\$59,400
<b>Total All Funds - Interfund Operating Subsidy Adjustments</b>	<b>\$4,809,200</b>	<b>\$18,800</b>	<b>\$4,828,000</b>
<b>3. Total Appropriation Revisions</b>			
<b>110 - General Fund</b>			
110 - Administration	\$1,278,100	\$4,100	\$1,282,200
120 - Court	74,200	500	74,700
234 - Safety Forces	4,112,500	12,700	4,125,200
350 - Service Department	590,400	600	591,000
460 - Recreation Department	27,100	100	27,200
465 - Community Center	176,900	600	177,500
570 - Building Department	126,500	1,100	127,600
Total - General Fund	\$6,385,700	\$19,700	\$6,405,400
<b>200 - Special Revenue Fund Group</b>			
210 Court Improvement Fund	\$82,600	\$700	\$83,300
<b>234 Safety Forces Fund</b>			
230 - Police Department	\$2,484,300	\$6,500	\$2,490,800
235 - Dispatch	480,900	100	481,000
240 - Fire Department	1,094,500	6,100	1,100,600
Total Safety Forces SR Fund	\$4,059,700	\$12,700	\$4,072,400
240 Fire Levy Fund	653,800	6,300	660,100
250 Street Const., Maint. & Repair Fund	1,167,300	600	1,167,900
270 Road Levy Fund	739,000	200	739,200
280 Recreation Fund	70,100	100	70,200
285 Park Maintenance Fund	42,600	200	42,800
Total - Special Revenue Fund Group	\$6,815,100	\$20,800	\$6,835,900
<b>600 - Enterprise Fund Group</b>			
610 Sewer Service Fund	\$1,677,600	\$900	\$1,678,500
<b>Total All Funds - Wage &amp; Benefit Adjustment</b>	<b>\$14,878,400</b>	<b>\$41,400</b>	<b>\$14,919,800</b>